

**TRANSFER OF HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLES**

**Part A (To be completed by licence holder)**

**NAME** ..... **COMPANY** .....

**ADDRESS** .....

.....

**VEHICLE REGISTRATION NO** ..... **PLATE NO** .....

I have sold the above vehicle and hackney carriage/private hire licence to the undermentioned:

**NAME** .....

**ADDRESS** .....

.....

I am returning my hackney carriage/private hire vehicle licence and it is my wish that STAFFORDSHIRE MOORLANDS DISTRICT COUNCIL transfer all relevant documentation to the new owner.

**SIGNATURE** .....

**DATE** .....

**This Authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.**

**TRANSFER OF HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLES**

**Part B (To be completed by prospective licence holder)**

**NAME** ..... **COMPANY** .....

**ADDRESS** .....

.....

**VEHICLE REGISTRATION NO** ..... **PLATE NO** .....

I have bought the above vehicle and licence from the undermentioned:

**NAME** .....

**ADDRESS** .....

.....

I enclose a bill of sale, insurance documentation, MOT or equivalent and Vehicle Registration document. (If the Vehicle Registration document is not in my name, it will be sent to DVLC, Swansea and I will bring it in to the Town Hall within 28 days of transfer of the vehicle licence to enable Staffordshire Moorlands District Council to amend their records.

I understand that the licence may be revoked if I fail to comply with the conditions that are attached to it.

**SIGNATURE** ..... **DATE** .....

The full name and address of every person to whom the vehicle is let or rented is as declared as follows: -

**NAME** ..... **NAME** .....

**ADDRESS** ..... **ADDRESS** .....

.....